



**OFFICIAL MINUTES OF THE OXFORD MAYOR AND COUNCIL MEETING
PUBLIC HEARING
MONDAY, MAY 18, 2015 – 6:00 P.M.
CITY HALL**

MEMBERS PRESENT: JERRY D. ROSEBERRY, MAYOR; COUNCILMEMBERS: JIM WINDHAM; SARAH DAVIS; LYN PACE; COUNCILMEMBERS TERRY SMITH, GEORGE HOLT AND DAVID EADY WAS NOT IN ATTENDANCE.

OTHERS PRESENT: Bob Schwartz, City Manager; Lauran Willis, City Clerk; Dave Harvey, Police Chief; Jody Reid, Utility Superintendent; Hoyt and LaTrelle Oliver, Jeff Wearing, Carol & Neil Penn, Cheryl & Mike Ready; Nita Carson, Tom Johnson, Brian Barnard; Len and Brandon Strozier with Omega Mapping.

The meeting was called to order by the Hon. Jerry D. Roseberry, Mayor

Mayor Roseberry announced the Public Hearing for the purpose of receiving both written and oral comments about the Annual Operating and Capital Budget for City of Oxford for Fiscal Year 2016.

City Manager Bob Schwartz presented the FY2016 Annual Budget detailing each fund and explained the revenues and expenditures with the estimate for FY2015 year end, FY2016 Request, FY2016 committee recommendations and the FY2016 Budget completion if approved. Bob then presented the FY2016 Capital Budget and explained each item as it pertains to the Oxford Capital Improvement Plan for 2016 – 2020 and new project projections. Attachment A

Mayor Roseberry asked if anyone had any comments or questions then proceeded with the following announcement.

The city has received a commitment from the county to make a financial contribution of \$100,000 toward the establishment of a public park in the city. The money will come from the 4th District Parks and Recreation 2011 SPLOST.

There being no further discussion Mayor Roseberry announced that council will vote on the FY2016 Annual Budget and FY2016 Capital Budget at the regular meeting on June 1st. The Public Hearing was closed at 6:25 pm.

Respectfully submitted,

Lauran Willis
City Clerk

**CITY OF OXFORD
PUBLIC HEARING
FY2016 BUDGET REVIEW
AND ADOPTION**

A Public Hearing on the FY2016 Budget is scheduled for Monday, May 18th, 2015 at 6:00 p.m. At this meeting, the Mayor and Council will receive both written and oral comments about the Annual Operating and Capital Budget for the City of Oxford. A copy of the budget is available in the office of the City Clerk at City Hall for public inspection.

The City Council will review the Budget during its meeting after the Public Hearing on May 18, 2015. The Council is scheduled to adopt the Budget at its regular meeting on Monday, June 1st at 7:00 p.m. All meetings will be held in City Hall at 110 West Clark Street.

**Lauran S. Willis
City Clerk**

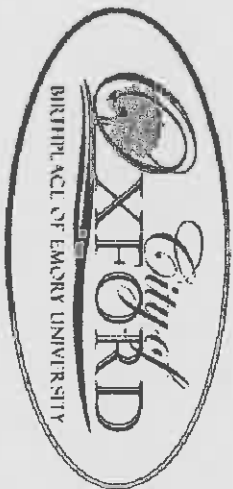
**OXFORD MAYOR AND COUNCIL
WORK SESSION
MONDAY, MAY 18, 2015 – 6:00 P.M.
CITY HALL
A G E N D A**

PUBLIC HEARING

A Public Hearing on the FY2016 Budget (July 1, 2015 – June 30, 2016) is scheduled for 6 PM. At this meeting the Mayor and Council will receive both written and oral comments about the Annual Operating and Capital Budget for the City of Oxford.

1. **Honorary Councilmember** – Mayor Roseberry has appointed Brian Barnard as the honorary councilmember for June.
2. **Coke and George Street Rights-of-Way** – Councilmember Windham has asked for a discussion comparing this Coke and George Streets rights-of-way and the right-of-way of Hamill Street which was recently closed to vehicle traffic.
3. **Bad Debt Right Off** - As of April 13, 2015 we have a total of \$20,019.41 in bad debt. Council will need to determine if we should right off this total. We have budgeted \$6,500 in Water, \$15,500 in Electric and \$3,000 in Sanitation for a total of \$25,000.
4. **Cemetery** – Lauran will present maps and status of cemetery projects with guest Len Strozier and his son Brandon Strozier.
5. **101 Longstreet Circle** – We will present asbestos findings and quotes for demolition.
6. *** FY2016 Budget** – We will discuss the proposed budget. The vote on the budget will be at the June 1st meeting.
7. ***Projects Status Report**

*Attachments



Annual Budget - FY2016

July, 2015 - June, 2016

Public Hearing - May 18, 2015

Description	FY2014		FY2015		Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm			
General Fund										
1 Revenues	802,406	794,500	718,852	807,135	830,913	828,130	828,130	828,130		
Transfers from W&S	100,000	100,000	100,000	100,000	100,000	140,000	150,000	150,000		
Transfers from Electric	300,000	300,000	300,300	300,000	300,000	250,000	240,000	240,000		
Transfers from Sanitation	50,000	50,000	50,000	50,000	50,000	70,000	70,000	70,000		
General Fund Revenues	\$1,252,406	\$1,244,500	\$1,169,152	\$1,257,135	\$1,280,913	\$1,288,130	\$1,288,130	\$1,288,130		
6 Expenditures										
7 City Council	53,122	60,600	48,703	54,964	58,100	57,165	57,165	57,165		
8 General Government	550,281	654,713	501,360	589,752	621,652	611,350	683,894	683,894		
9 Court	10,344	12,000	6,460	11,270	12,100	12,000	12,000	12,000		
10 Police Department	257,872	303,187	271,739	315,340	315,059	303,778	306,614	306,614		
11 Street Department	163,709	209,000	140,819	169,949	231,062	213,375	193,857	193,857		
12 Cemetery	28,035	5,000	5,000	12,350	11,000	11,000	10,000	10,000		
13 Transfers to Capital Fund						0	24,600	24,600		
14 General Fund Expenditures	\$1,063,363	\$1,244,500	\$974,081	\$1,153,625	\$1,248,973	\$1,208,668	\$1,288,130	\$1,288,130		
15 General Fund BALANCE	\$189,043	\$0	\$195,071	\$103,510	\$31,940	\$79,462	\$0	\$0		
16										
17 Water & Sewer Fund										
18 Revenues	771,951	730,300	632,038	750,016	723,000	723,000	723,000	723,000		
19 W & S Fund Revenues	\$771,951	\$730,300	\$632,038	\$750,016	\$723,000	\$723,000	\$723,000	\$723,000		
20										
21 Expenditures	538,857	630,300	434,819	525,478	589,376	574,520	573,000	573,000		
22 Transfers to G/F	100,000	100,000	100,000	100,000	100,000	140,000	150,000	150,000		
23 Transfers to Capital Fund			0	130,000	0	0	0	0		
24 W & S Fund Expenditures	\$638,857	\$730,300	\$534,819	\$755,478	\$689,376	\$714,520	\$723,000	\$723,000		
25 W & S Fund BALANCE	\$133,094	\$0	\$97,219	-\$5,463	\$33,624	\$8,480	\$0	\$0		
26										

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
27 Electric Fund								
28 Revenues	2,416,370	2,556,944	1,894,316	2,530,332	2,531,317	2,418,546	2,418,546	
29 Electric Fund Revenues	\$2,416,370	\$2,556,944	\$1,894,316	\$2,530,332	\$2,531,317	\$2,418,546	\$2,418,546	
30								
31 Expenditures	1,782,489	1,929,650	1,544,917	1,893,890	1,910,091	1,922,255	1,936,979	
32 Transfers to G/F	300,000	300,000	300,300	300,000	300,000	250,000	240,000	
33 Transfers to Capital Fund	0	0	0	0	0	0	0	
34 Comp Trust transfer to Capital Fund	287,141	327,294	0	277,294	241,567	241,567	241,567	
35 Electric Fund Expenditures	\$2,369,630	\$2,556,944	\$1,845,217	\$2,471,184	\$2,451,658	\$2,413,822	\$2,418,546	
36 Electric Fund BALANCE	\$46,740	\$0	\$49,099	\$59,147	\$79,659	\$4,724	\$0	
37								
38 Sanitation Fund								
39 Revenues	143,884	143,500	122,592	147,110	147,665	147,665	147,665	
40 Sanitation Fund Revenues	\$143,884	\$143,500	\$122,592	\$147,110	\$147,665	\$147,665	\$147,665	
41								
42 Expenditures	69,241	93,500	59,847	74,216	75,800	75,500	77,665	
43 Transfers to G/F	50,000	50,000	50,000	50,000	50,000	70,000	70,000	
44 Sanitation Fund Expenditures	\$119,241	\$143,500	\$109,847	\$124,216	\$125,800	\$145,500	\$147,665	
45 Sanitation Fund BALANCE	\$24,643	\$0	\$12,745	\$22,894	\$21,865	\$2,165	\$0	
46								

Description	GRAND TOTALS		Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec	FY2016 Bud Comm	Explanation	
	FY2014 Actual	FY2015 Budget							
47	GRAND TOTALS								
48 General Fund									
49	Revenues	\$1,252,406	\$1,244,500	\$1,169,152	\$1,257,135	\$1,280,913	\$1,288,130	\$1,288,130	
50	Expenditures	\$1,063,363	\$1,244,500	\$974,081	\$1,153,625	\$1,248,973	\$1,208,668	\$1,288,130	
51	Balance	\$189,043	\$0	\$195,071	\$103,510	\$31,940	\$79,462	\$0	
52 Water and Sewer Fund									
53	Revenues	\$771,951	\$730,300	\$632,038	\$750,016	\$723,000	\$723,000	\$723,000	
54	Expenditures	\$638,857	\$730,300	\$534,819	\$755,478	\$689,376	\$714,520	\$723,000	
55	Balance	\$133,094	\$0	\$97,219	-\$5,463	\$33,624	\$8,480	\$0	
56 Electric Fund									
57	Revenues	\$2,416,370	\$2,556,944	\$1,894,316	\$2,530,332	\$2,531,317	\$2,418,546	\$2,418,546	
58	Expenditures	\$2,369,630	\$2,556,944	\$1,845,217	\$2,471,184	\$2,451,658	\$2,413,822	\$2,418,546	
59	Balance	\$46,740	\$0	\$49,099	\$59,147	\$79,659	\$4,724	\$0	
60 Sanitation Fund									
61	Revenues	\$143,884	\$143,500	\$122,592	\$147,110	\$147,665	\$147,665	\$147,665	
62	Expenditures	\$119,241	\$143,500	\$109,847	\$124,216	\$125,800	\$145,500	\$147,665	
63	Balance	\$24,643	\$0	\$12,745	\$22,894	\$21,865	\$2,165	\$0	
64									
ALL FUNDS TOTAL									
65	Revenues	\$4,584,611	\$4,675,244	\$3,818,098	\$4,684,593	\$4,682,895	\$4,577,341	\$4,577,341	
66	Expenditures	\$4,191,091	\$4,675,244	\$3,463,964	\$4,504,504	\$4,515,807	\$4,482,510	\$4,577,341	
67	Balance	\$393,520	\$0	\$354,134	\$180,089	\$167,088	\$94,831	\$0	
68									
69	Interfund transfers	\$450,000	\$450,000	\$450,300	\$450,000	\$450,000	\$460,000	\$460,000	
70	Revenues w/o transfers	\$4,134,611	\$4,225,244	\$3,367,798	\$4,234,593	\$4,232,895	\$4,117,341	\$4,117,341	
71	Transfers to capital projects fund	\$287,141	\$327,294	\$0	\$407,294	\$241,567	\$241,567	\$266,167	
72									

Description	GENERAL FUND - REVENUE						Explanation	
	FY2014 Actual	FY2015 Budget	Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec		FY2016 Bud Comm
1 Real Property Tax-Current Yr.	82,165	95,000	90,812	92,000	96,500	96,500	96,500	
2 Property Tax - Prior Year	7,097	6,000	3,161	7,000	6,500	6,500	6,500	
3 Motor Vehicle Adv	35,045	38,000	26,667	32,000	38,000	38,000	38,000	
4 Motor Vehicle TAVT	52,151	40,000	31,922	38,306	40,000	40,000	40,000	
5 Intangible Tax	1,436	2,100	796	1,850	2,000	2,000	2,000	
6 Real Estate Transfer	711	600	1,428	1,400	2,000	2,000	2,000	
7 Electric Franchise Tax	1,261	1,300	1,368	1,368	1,300	1,300	1,300	
8 Gas Franchise Tax	17,416	12,000	12,274	14,729	12,100	13,000	13,000	
9 TV Cable Franchise Tax	26,599	24,000	21,105	24,000	22,000	22,000	22,000	
10 Telephone Franchise Tax	195	200	3,949	195	200	3,500	3,500	
11 LOST Sales & Use Tax	317,784	310,000	274,606	329,527	340,000	340,000	340,000	
12 General Business License	10,940	12,000	11,400	12,000	12,000	12,000	12,000	
13 Insurance Premium Tax	110,080	112,000	115,097	115,097	116,000	116,000	116,000	
14 Penalty/Interest on Del Taxes	670	750	431	517	600	600	600	
15 Misc. Income	28	1,000	1,598	1,600	1,000	1,000	1,000	
16 Intergovernmental Revenues	17,613	18,000	18,280	18,280	19,000	19,000	19,000	LMIG
17 Printing/Duplicating Service	85	150	138	80	150	150	150	
18 Election Qualifying Fees	225	300	0	225	330	330	330	
19 Cemetery Fees	5,109	4,500	3,895	4,000	4,500	4,500	4,500	City retains 1/3 from lot sales.
20 Bad Check Fees	1,254	1,200	899	1,079	1,233	1,250	1,250	
21 Fines & Forfeitures	52,111	55,000	37,709	45,251	55,000	48,000	48,000	
22 Interest Revenues	3,333	3,400	2,817	3,380	3,400	3,400	3,400	
23 Rents and Royalties	1,650	2,000	1,050	1,700	1,500	1,500	1,500	
24 Lease Agreement Income	32,000	30,000	30,000	30,000	30,000	30,000	30,000	
25 Lease - Verizon	0	24,000	26,050	30,150	24,600	24,600	24,600	Budgeting transfer to capital fund.
26 Proceeds-Dispose of Assets	25,448	1,000	1,400	1,400	1,000	1,000	1,000	
REVENUES TOTAL	\$802,406	\$794,500	\$718,852	\$807,135	\$830,913	\$828,130	\$828,130	

83.33%

Description

FY2014 Actual FY2015 Budget Thru April FY2015 Estimate FY2016 Request FY2016 CM Rec FY2016 Bud Comm Explanation

GENERAL FUND - EXPENDITURES
CITY COUNCIL

1 Regular Employees	34,800	34,800	29,000	34,800	34,800	34,800	34,800	
2 Social Security (FICA)	3,010	3,300	2,219	2,663	2,800	2,665	2,665	
3 Liability Insurance	14,131	17,000	16,901	16,901	17,000	17,000	17,000	
4 Education & Training	1,181	5,000	583	600	3,000	2,000	2,000	
5 Reg Employees - Election	0	500	0	0	500	700	700	3 poll workers + alternate, if needed (includes training day)
SUBTOTAL	\$53,122	\$60,600	\$48,703	\$54,964	\$58,100	\$57,165	\$57,165	

GENERAL GOVERNMENT

1 Regular Employees	189,795	208,042	173,486	208,183	208,042	205,400	251,482	Includes Comm. Dev. Coord.
2 Overtime	2,886	6,000	3,310	3,972	6,000	6,000	5,000	
3 Group Insurance	32,819	37,079	30,594	36,713	36,000	33,300	41,473	
4 Social Security (FICA)	17,992	16,527	13,573	16,288	16,410	16,200	19,621	
5 Retirement Plan Expense	30,740	25,102	26,051	31,261	31,300	30,310	31,216	
6 Retirement Cont. (DC) 401	3,971	7,135	3,306	3,967	3,800	6,790	8,589	
7 Workers' Comp Insurance	-862	750	544	0	750	750	750	
8 Unemployment Payments	1,320	2,000	4,290	5,000	2,000	2,000	2,000	
9 Professional	107,114	97,000	79,218	95,062	110,000	110,000	89,000	Includes Newton Cnty Tomorrow
10 Professional Services-Fire	18,206	20,000	18,311	18,311	20,000	20,000	20,000	
11 Technical Purchased Service	29,927	31,100	28,361	31,000	31,300	32,200	32,200	
12 Repairs & Maintenance	15,545	20,000	24,427	29,312	22,000	24,200	20,000	Includes ant treatments.
13 Whatcoat Building maintenance					5,000	5,000	5,000	new line item
14 Liability Insurance	15,242	16,000	12,599	12,599	18,350	15,000	15,000	
15 Telephone - Postage	21,542	25,000	17,054	20,465	25,000	24,000	24,000	
16 Advertising & Promotions	8,258	10,000	6,599	7,919	10,000	10,000	6,000	
17 175th City Anniversary	11,452	15,000	13,118	13,118	0	0	0	
18 July 4th parade expenses					5,000	5,000	5,000	new line item
19 Dues & Fees	12,304	10,000	7,973	9,568	11,000	10,000	10,000	
20 Education & Training	5,057	10,000	6,247	7,496	10,000	10,000	8,000	
21 Supplies & Materials	16,151	18,000	14,264	17,117	18,000	18,000	18,000	
22 Energy - Utilities	0	15,500	12,242	14,690	15,500	16,000	16,000	
23 Small Equipment Under \$5,000	6,367	10,000	2,695	4,000	10,000	5,000	5,000	2 replacement PC's and other equipment.

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
24 Other/Meetings & Events	4,463	6,000	3,009	3,611	6,000	6,000	4,000	
25 Contingency - General	0	48,278	0	0			46,363	
26 Contingencies - cash over & short	-8	200	89	100	200	200	200	
SUBTOTAL	\$550,281	\$654,713	\$501,360	\$589,752	\$621,652	\$611,350	\$683,894	

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	

COURT								
1 Contract Judge	3,750	5,000	3,750	5,000	5,000	5,000	5,000	
2 Contract - Public Defender	500	500	0	0	500	500	500	
3 Contract - Solicitor	4,800	4,800	2,400	4,800	4,800	4,800	4,800	
4 Education Training/Clerk	150	300	225	270	400	300	300	Send new clerk to training.
5 Education Training/Judge	1,144	1,200	85	1,200	1,200	1,200	1,200	
6 Contract - Translator	0	200	0	0	200	200	200	
SUBTOTAL	\$10,344	\$12,000	\$6,460	\$11,270	\$12,100	\$12,000	\$12,000	

POLICE DEPARTMENT								
1 Regular Employees	138,500	151,792	132,856	159,427	163,942	153,600	158,112	
2 Overtime	8,464	10,000	6,489	7,787	10,000	10,000	8,000	
3 Group Insurance	14,743	14,832	13,515	16,218	15,300	17,400	17,400	
4 Social Security (FICA)	12,922	12,224	10,660	12,792	13,238	12,600	12,708	
5 Retirement Cont. (DC) 401	5,075	7,133	5,056	6,067	7,133	7,178	7,394	
6 Workers' Comp Insurance	1,879	5,500	6,375	6,376	6,500	6,500	6,500	
7 Tech Purch Serv/Courtware	5,424	6,000	3,006	3,607	5,000	5,000	5,000	
8 Repairs & Maintenance	8,047	8,600	7,424	8,909	8,600	8,600	8,600	
9 Liability Insurance	6,399	6,500	4,218	4,218	6,500	4,500	4,500	
10 Telephone-Postage	6,499	7,500	4,680	5,616	6,646	6,700	6,700	
11 Dues & Fees	181	300	100	120	300	300	300	
12 Education & Training	1,632	2,500	1,205	1,446	2,500	2,500	2,500	
13 Subpoena fee	0	200	0	0	200	200	200	
14 Prisoner Housing & costs	3,360	3,500	2,295	2,754	4,500	4,500	4,500	
15 Supplies & Materials	4,330	5,200	7,344	8,813	5,200	5,200	5,200	
16 Gasoline	14,411	13,000	6,070	7,284	13,000	10,000	10,000	
17 Small Equipment Under \$5,000	9,721	12,000	10,831	12,000	12,000	12,000	12,000	Includes backup weapons and copier.
18 Other Supplies-Uniforms	4,220	6,500	2,313	2,776	6,000	6,000	6,000	Moved from capital.
19 Training funds - Payable	12,065	14,906	9,144	10,973	13,500	12,000	12,000	
20 E-911 Center	0	15,000	38,158	38,158	15,000	19,000	19,000	FY15 bill was for two years.
SUBTOTAL	\$257,872	\$303,187	\$271,739	\$315,340	\$315,059	\$303,778	\$306,614	

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
STREET DEPARTMENT								
1 Regular Employees-Street	27,400	27,475	23,250	27,900	28,080	27,475	36,196	Includes 1/3 of new Maint. 1
2 Overtime	1,734	2,400	667	800	2,000	1,500	1,833	
3 Employee Insurance	6,764	7,416	6,267	7,520	7,416	8,100	10,783	
4 Social Security (FICA)	1,680	2,217	1,830	2,196	2,235	2,250	2,909	
5 Retirement Plan Expense	10,513	8,242	8,567	10,280	10,281	10,000	10,270	
6 Retirement Cont. (DC) 401	0	0	0	0	0	0	316	
7 Workers' Comp Insurance	2,532	7,000	8,356	8,356	8,500	8,500	8,500	
8 Professional (arborist)	619	2,000	300	360	2,000	1,000	1,000	
9 Professional - Engineering	0	6,000	4,873	5,848	6,000	6,000	6,000	
10 Disposal Services-Landfill Fees	407	750	526	500	750	750	750	
11 Contract Lawn Care	11,442	25,000	15,823	21,000	25,000	25,000	25,000	
12 Repairs & Maintenance	9,108	25,000	11,780	14,136	25,000	20,000	20,000	
13 Education & Training (new account)	0	0	0	0	1,000	1,000	1,000	Training materials - storm water and water conservation.
14 Contract Labor	43,880	24,000	14,379	17,255	24,000	22,000	0	Replaced with Maint. 1
15 Supplies & Materials	17,912	20,000	11,611	13,933	20,000	18,000	18,000	
16 Gasoline/Diesel	10,339	9,000	3,646	4,375	9,000	7,000	7,000	
17 Small Equipment Under \$5,000	0	2,000	0	0	2,000	2,000	1,500	
18 Uniforms	1,709	2,000	1,747	2,233	2,300	2,300	2,300	
19 Stormwater Management	3,500	3,500	0	3,500	3,500	3,500	3,500	
20 Day, arborist)	5,926	7,000	4,097	4,916	7,000	7,000	7,000	
21 City Tree Removal	8,244	20,000	16,200	19,440	35,000	30,000	20,000	
22 City Trail Maintenance	0	5,000	6,900	5,400	7,000	7,000	7,000	Includes concrete repair and spraying.
23 Sidewalks	0	3,000	0	0	3,000	3,000	3,000	
SUBTOTAL	\$163,709	\$209,000	\$140,819	\$169,949	\$231,062	\$213,375	\$193,857	
CEMETERY								
23 Cemetery mapping services	15,685	0						
24 Cemetery Found. Maint. Suppl.	5,000	5,000	5,000	5,000	6,000	6,000	5,000	Cemetery Foundation requested
25 Tree Removal	7,350	0		7,350	5,000	5,000	5,000	
SUBTOTAL	\$28,035	\$5,000	\$5,000	\$12,350	\$11,000	\$11,000	\$10,000	

WATER & SEWER FUND - REVENUES

Description	FY2014	FY2015	Thru	FY2015	FY2016	FY2016	FY2016	Explanation
	Actual	Budget	April	Estimate	Request	CM Rec	Bud Comm	
1 Water Charges/Sales	473,764	475,000	366,102	439,322	450,000	450,000	450,000	
2 Water Tap Fees	56,501	20,000	57,025	60,000	30,000	30,000	30,000	
3 Sewer Charges/Sales	236,899	232,000	196,448	235,738	236,000	236,000	236,000	
4 Sewer Tap Fees	1,919	2,500	9,925	11,910	4,000	4,000	4,000	
5 Hydrant Meter	2,868	800	2,538	3,046	3,000	3,000	3,000	
TOTAL REVENUES	\$771,951	\$730,300	\$632,038	\$750,016	\$723,000	\$723,000	\$723,000	

WATER & SEWER FUND - EXPENDITURES

6 Regular Employees	24,887	26,151	21,721	26,065	26,151	26,200	34,833	Includes 1/3 of new Maint. 1
7 Overtime	2,179	2,500	1,464	1,757	2,500	2,500	2,833	
8 Employee Insurance	-471	0	266	319	320	320	3,008	
9 Social Security (FICA)	2,422	2,192	1,774	2,129	2,172	2,200	2,881	
10 Retirement Cont. (DC) 401	817	1,047	776	931	933	1,050	1,393	
11 Workers' Comp Insurance	56	800	844	844	800	850	850	
12 Legal & Professional	6,600	7,000	3,900	3,900	7,000	4,400	4,400	
13 Sewer Treatment Fees	118,107	125,000	94,492	113,390	110,000	110,000	110,000	
14 Repairs & Maintenance	21,514	25,000	20,629	24,755	30,000	25,000	25,000	To locate and install new taps.
15 Liability Insurance	2,797	3,400	3,242	3,242	3,400	3,400	3,400	
16 Telephone-Postage	1,485	1,200	1,142	1,370	1,200	1,200	1,200	
17 Dues & Fees	1,017	1,500	1,078	1,294	1,200	1,200	1,200	
18 Education & Training	2,512	2,000	1,042	1,250	2,000	2,000	1,000	
19 Contract Labor	0	5,000	0	0	5,000	5,000	5,000	
20 Temporary Labor		17,300	8,301	9,961	17,300	17,300	0	Replaced with Maint. 1
21 Materials & Supplies	21,872	22,000	14,792	17,750	22,000	20,000	20,000	
22 Energy - Utilities	0	1,900	1,705	2,046	1,900	1,900	1,900	
23 Gasoline/Diesel	3,402	3,400	2,259	2,711	3,400	3,400	3,400	
24 Water for Resale	171,471	180,000	133,157	159,788	180,000	175,000	165,000	
25 Small Equipment Under \$5,000	0	3,000	1,398	1,800	3,000	3,000	3,000	
26 Uniforms	2,312	1,500	2,189	2,597	2,600	2,600	2,600	
27 Depreciation Expense	157,267	160,000	118,648	142,378	160,000	160,000	160,000	
28 Bad Debt Expense	-1,389	6,500	0	5,200	6,500	6,000	6,000	
29 Contingency	0	31,910	0	0	0	0	14,102	
TOTAL EXPENDITURES	\$538,857	\$630,300	\$434,819	\$525,478	\$589,376	\$574,520	\$573,000	

ELECTRIC FUND - REVENUES

Description	FY2014 Actual	FY2015 Budget	Thru April	FY2015 Estimate	FY2016 Request	FY2016 CM Rec	FY2016 Bud Comm	Explanation
1 Electric Sales	1,937,117	2,096,000	1,725,247	2,070,296	2,096,000	1,992,829	1,992,829	ECG estimate.
2 Penalties After the 15th	113,291	115,000	95,912	115,094	115,000	115,000	115,000	
3 Service Charges	8,615	8,500	5,280	6,336	8,500	6,000	6,000	
4 Interest Revenue	163	150	184	221	150	150	150	
5 Municipal Competitive Trust	287,141	277,294	6,603	277,294	241,567	241,567	241,567	
6 Other Rebates-Off System Sales	70,043	60,000	61,090	61,090	70,100	63,000	63,000	
TOTAL REVENUES	\$2,416,370	\$2,556,944	\$1,894,316	\$2,530,332	\$2,531,317	\$2,418,546	\$2,418,546	

ELECTRIC FUND - EXPENDITURES

7 Regular Employees	88,983	94,579	79,263	95,116	95,750	93,700	104,386	Includes 1/3 of new Maint. I
8 Overtime	5,018	4,000	3,344	4,013	5,000	5,000	4,333	
9 Employee Insurance	13,749	14,832	12,751	15,301	15,163	16,600	19,195	
10 Social Security (FICA)	8,155	7,541	6,319	7,583	7,617	7,600	8,317	
11 Retirement Plan Expense	34,861	28,374	29,218	35,062	35,061	34,000	35,016	
12 Retirement Cont. (DC) 401	0	0	0	0	0	0	316	
13 Workers' Comp Insurance	192	1,200	1,256	1,257	1,300	1,300	1,300	
14 Repairs & Maintenance	9,132	6,200	3,776	4,531	6,200	6,200	6,200	
15 Power line Tree Trimming	13,363	25,000	7,036	20,000	25,000	25,000	25,000	
16 Liability Insurance	15,554	16,000	12,184	12,184	16,000	13,000	13,000	
17 Telephone-Postage	7,211	7,000	6,508	7,810	8,700	8,700	8,700	
18 Linemen Training	5,572	6,000	501	6,000	6,000	6,000	6,000	Apprentice training.
19 Contract Labor	0	20,000	0	0	20,000	20,000	20,000	No big storms in FY15.
20 Temporary Labor	0	5,500	8,301	9,961	5,500	5,500	0	Replaced with Maint. I
21 Supplies & Materials	14,544	16,500	11,536	13,843	16,500	15,000	15,000	
22 Energy/Utilities	1,435	5,000	7,819	9,383	7,000	9,500	9,500	
23 Gasoline/Diesel	6,420	9,000	3,519	4,223	9,000	7,000	7,000	
24 Electricity Purchased	1,502,126	1,520,000	1,285,800	1,542,960	1,520,000	1,539,355	1,539,355	ECG estimate.
25 Small Equipment Under \$5,000	976	5,000	212	2,500	5,000	5,000	5,000	
26 Uniforms	3,598	4,000	4,387	5,264	5,300	5,300	5,300	
27 Street Lights	0	2,500	0	2,500	2,500	2,500	2,500	
28 Depreciation	86,364	82,000	61,439	82,000	82,000	82,000	82,000	
29 Bad Debt Expense	-34,764	15,500	-252	12,400	15,500	14,000	14,000	
30 Contingency	0	33,924	0	0	0	0	5,561	
TOTAL EXPENDITURES	\$1,782,489	\$1,929,650	\$1,544,917	\$1,893,890	\$1,910,091	\$1,922,255	\$1,936,979	

Description FY2014 Actual FY2015 Budget Thru April FY2015 Estimate FY2016 Request FY2016 CM Rec FY2016 Bud Comm Explanation

SANITATION FUND - REVENUES

1 Refuse Collection Charges	143,884	143,000	122,592	147,110	147,165	147,165	147,165	
2 Sale of Recycled Materials	0	500	0		500	500	500	
TOTAL REVENUES	\$143,884	\$143,500	\$122,592	\$147,110	\$147,665	\$147,665	\$147,665	

SANITATION FUND - EXPENDITURES

3 College Walk Dumpster Fees	6,650	6,700	5,542	6,650	6,800	6,700	6,700	
4 Contracted Garbage Pickup	63,290	64,800	54,305	65,166	66,000	66,000	66,000	
5 Depreciation	0	6,400	0	0	0	0	0	
6 Bad Debt Expense	-699	3,000	0	2,400	3,000	2,800	2,800	
7 Contingency	0	12,600	0	0	0	0	2,165	
TOTAL EXPENDITURES	\$69,241	\$93,500	\$59,847	\$74,216	\$75,800	\$75,500	\$77,665	



Capital Budget FY2016 - FY2020

July, 2015 - June, 2020

Public Hearing - May 18, 2015

OXFORD CAPITAL IMPROVEMENT PLAN 2016 - 2020 SCHEDULE

PROJECT DESCRIPTION	FY Start	FY Complete	Total Cost	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	STWP
1 Bike/Pedestrian Pathways/Trails	2016	2018	350,000	80,000	160,000	110,000	-	-	38,42
2 Cemetery Mapping	2015	2016	15,000	8,000	7,000	-	-	-	9
3 City Hall and grounds projects *	2016	2016	15,000	15,000	-	-	-	-	-
4 City Master Plan Develop & Implement	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	23,24,25
5 City Park Land Acquisition & Development	2015	2016	250,000	250,000	-	-	-	-	29
6 City Park Playground & Pavilion Design & Build	2016	2020	250,000	20,000	230,000	-	-	-	29
7 Electric Competitive Projects *	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	-
8 Electric System Improvements	2016	2020	500,000	100,000	100,000	100,000	100,000	100,000	15
9 George Street Park Storm Drainage	2016	2016	40,000	40,000	-	-	-	-	-
10 Moore Street Sidewalk	2015	2016	200,000	200,000	-	-	-	-	38,42
11 Pedestrian Bridge/Sidewalk*	2015	2018	1,200,000	1,200,000	-	-	-	-	38,42
12 Pocket Parks	2016	2016	30,000	30,000	-	-	-	-	-
13 Software Upgrades Clerk's Office	2015	2017	30,000	15,000	15,000	-	-	-	5
14 Storm Drainage plans & improvements	2016	2020	35,000	5,000	10,000	5,000	10,000	5,000	-
15 Street Repairs and Resurfacing	2016	2020	500,000	50,000	50,000	150,000	150,000	100,000	10,24
16 Survey of city rights-of-way	2016	2016	40,000	40,000	-	-	-	-	20
17 Vehicles & Equipment *	2016	2020	353,000	8,000	42,000	52,000	198,000	53,000	-
18 Water/Sewer System Improvements *	2016	2020	1,000,000	200,000	-	300,000	300,000	200,000	15, 17, 35
19 Wayfinding signs	2016	2016	10,000	10,000	-	-	-	-	14
20 Whatcoat Street Improvements	2016	2016	200,000	200,000	-	-	-	-	24
TOTALS			\$6,018,000	\$2,671,000	\$814,000	\$917,000	\$958,000	\$658,000	

* see Capital Budget detail sheet

OXFORD CAPITAL IMPROVEMENT PLAN 2016 - 2020 COST ALLOCATION

Line	PROJECT DESCRIPTION	FY Start	FY Complete	Total Cost	City Funds	2011 SPLOST	2017 SPLOST	Grants	Oxford College	Other	STWP 1/23/13 Item #
1	Bike/Pedestrian Pathways/Trails	2017	2019	350,000	80,000		170,000	100,000			38,42
2	Cemetery Mapping	2015	2016	15,000	15,000						9
3	City Hall and grounds projects *	2016	2016	15,000	15,000						
4	City Master Plan Develop & Implement	2016	2020	500,000	250,000		250,000				23,24,25
5	City Park Land Acquisition & Development (County 2011 SPLOST is Other funding source)	2015	2016	250,000	150,000					100,000	29
6	City Park Playground & Pavilion Design & Build	2016	2020	250,000	125,000		125,000			120,000	29
7	Electric Competitive Projects *	2016	2020	500,000	500,000						
8	Electric System Improvements	2015	2020	500,000	500,000						15
9	George Street Park Storm Drainage	2016	2016	40,000	40,000						
10	Moore Street Sidewalk	2015	2016	200,000	50,000	150,000					38,42
11	Pedestrian Bridge/Sidewalk #	2015	2018	1,200,000	60,000			940,000		200,000	38,42
12	Pocket Parks	2016	2016	30,000	30,000						
13	Software Upgrades Clerk's Office	2015	2017	30,000	30,000						5
14	Storm Drainage plans & improvements	2016	2020	35,000	35,000						
15	Street Repairs and Resurfacing	2016	2020	500,000	75,000	35,000	300,000	90,000			10,24
16	Survey of city rights-of-way	2016	2016	40,000	40,000						20
17	Vehicles & Equipment *			353,000	353,000						
18	Water/Sewer System Improvements *	2016	2020	1,000,000	500,000		500,000				15, 17, 35
19	Wayfinding signs	2016	2016	10,000	10,000						14
20	Whatcoat Street improvements	2016	2017	200,000	200,000						24
	TOTALS			\$6,018,000	\$3,058,000	\$185,000	\$1,345,000	\$1,130,000	\$0	\$420,000	

Pedestrian Bridge - GDOT is providing Grant funds; Covington is providing funds shown in column labeled "Other"

* see Capital Budget Detail sheet

CAPITAL BUDGET FISCAL YEAR 2016

PROJECT DESCRIPTION	FY Start	TOTAL COST FY 2016	CITY FUNDS FY 2016	GRANTS	OXFORD COLLEGE	OTHER	STWP Dated 1/23/13 Item #
1 Bike/Pedestrian Pathways/Trails	2017	80,000	80,000				38,42
2 Cemetery Mapping	2015	8,000	8,000				9
3 City Hall and Grounds projects *	2016	15,000	15,000				
4 City Master Plan Develop & Implement	2016	100,000	100,000				23,24,25
5 City Park Land Acquisition & Development (County 2011 SPLOST is other funding source)	2015	250,000	150,000			100,000	29
6 City Park Playground & Pavilion Design & Build	2017	20,000	20,000			0	29
7 Electric Competitive Projects *	2016	500,000	100,000				
8 Electric System Improvements	2015	500,000	100,000				15
9 George Street Park Storm Drainage	2016	40,000	40,000				
10 Moore Street Sidewalk	2016	200,000	50,000			150,000	38,42
11 Pedestrian Bridge/Sidewalk #	2015	1,200,000	60,000	940,000		200,000	38,42
12 Pocket Parks	2016	30,000	30,000				
13 Software Upgrades Clerk's Office	2015	15,000	15,000				5
14 Storm Drainage plans & improvements	2016	5,000	5,000				
15 Street Repairs and Resurfacing	2016	50,000	32,000	18,000			10,24
16 Survey of city rights-of-way	2016	40,000	40,000				20
17 Vehicles & Equipment *	2016	12,000	8,000				
18 Water/Sewer System Improvements *	2016	200,000	200,000				
19 Wayfinding signs	2016	10,000	10,000				14
20 Whatcoat Street improvements	2016	200,000	200,000				24
TOTALS		\$3,475,000	1,263,000	\$958,000	\$0	\$450,000	

Pedestrian Bridge - GDOT is providing Grant funds; Covington is providing funds shown in column labeled "Other"
 * see Capital Budget Detail sheet

OXFORD CAPITAL IMPROVEMENT PLAN FY2015 Results

PROJECT DESCRIPTION	Total Cost	FY 2015 (City Funds)	FY 2015 Est. Total Spent	FY 2015 Balance	NOTES	STWP
1 Bike/Pedestrian Pathways/Trails	50,000	10,000	180	9,820	State Grant was not approved.	38,42
2 Cemetery Mapping	15,000	7,000	0	7,000		9
3 City Archives Preservation/Presentation	20,000	10,000	0	10,000	Emory University will not charge for Archive and digitization services.	2,7
4 City Boundary Survey/Markers	8,000	8,000	6,995	1,005	Project COMPLETED in FY15.	20
5 City Entrance Signs	12,000	12,000	3,040	8,960	Project should be completed in FY15.	14
6 City Master Plan Creation & Implementation	500,000	100,000	37,605	62,395		23,24,25
7 City Park Land Acquisition	150,000	150,000	93,248	56,752		29
8 City Park Pavilion	150,000	0	0	0		29
9 Electric System Improvements	500,000	120,000	118,107	1,893	Project COMPLETED in FY15.	15
10 Maintenance Facility Generator	20,000	20,000	9,110	10,890	Project COMPLETED in FY15.	34
11 Maintenance Facility Lights	3,000	3,000	3,700	-700	Project COMPLETED in FY15.	34
12 Moore Street Sidewalk	100,000	50,000	1,000	49,000	Oxford College preparing storm water plan	38,42
13 North Emory Street Sidewalk	250,000	100,000	4,330	95,670	Project to be deleted in FY16.	38,42
14 Pedestrian Bridge/Sidewalk	1,200,000	60,000	0	60,000		38,42
15 Police Department Equipment	75,000	40,000	35,695	4,305	Project COMPLETED in FY15.	
16 Police Department Vehicle	175,000	35,000	32,072	2,928	Project COMPLETED in FY15.	
17 Seasonal Banners/Wreaths	15,000	12,000	11,944	56	Project COMPLETED in FY15.	14
18 Software Upgrades Clerk's Office	30,000	15,000	7,954	7,046		5
19 Storm Drainage - George St Park	25,000	5,000	3,685	1,315	Prepared plans.	
20 Street Repairs and Traffic Control (LMIG)	500,000	50,000	138,847	-88,847		10,24
21 Utilities Department Vehicles & Equipment	250,000	50,000	20,752	29,248		39
22 Water/Sewer System Improvements	600,000	200,000	9,850	190,150		15,17,39
TOTALS	\$4,648,000	\$1,057,000	\$538,114	\$518,886		
2011 SPLOST						
23 Cook Road pressure reduction valve				40,775		
24 Emory Asbury water line				1,091,347		
25 Moore St water line				112,194		
TOTALS				1,244,316		
				<u>\$1,782,430</u>		

FY2016 Capital Budget Detail

Request Bud Comm

Electric Competitive Projects

Automated Meter Reading			
Fiber optic network			
City Wi-Fi			
SUBTOTAL	\$0		\$0

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City Hall and Grounds Projects

Install 4 planters at City Hall	3,700		3,700
Two benches & a picnic table for City Hall	1,900		1,900
2 benches and brick work on Emory St next to City Hall	4,280		4,280
Cabinets and storage shelves in file room	4,875		4,875
SUBTOTAL	\$14,755		\$14,755

Water System Improvements

Replace water main from Wesley going west on Clark and Hull and Oxford Road to the 12 inch line on Cook Road. With 8" ductile iron pipe.	642,555		0
Replace 2" galvanized line serving three homes and church on North Emory & Richardson	11,905		15,000
Replace or rebuild altitude valve on elevated tank	11,000		11,000
SUBTOTAL	\$665,460		\$26,000

FY2016 Capital Budget Detail

Request Bud Comm

Vehicles and Equipment

2016

Police vehicle - to replace a 2010 Chevy Impala with 67,849 miles; Chevy would become backup vehicle replacing backup with 160,000 miles	24,500	0
Equipment package for new police vehicle (install radio, new cage, graphics and lights)	6,750	0
Digital in-car video for new patrol car	5,500	0
Radar unit for new patrol car	1,600	0
Reconditioned network multi-page copier	1,800	0
Four backup weapons (one for each officer)	1,900	0
Service bucket truck (mini-bucket)	98,000	0
Swap truck bodies (move the chipper body from the worn out truck body (264,142 miles) to the leaf truck chassis (37,360 miles). The packer body on the leaf truck is worn out - this is the second truck body it has been on.)	8,000	8,000
Trenching attachment for Bobcat	6,100	0
SUBTOTAL	\$154,150	\$8,000

Move to Operating
Move to Operating

2017

Police Vehicle	0	0
Police Equipment	12,000	12,000
Utility Department Vehicles & Equipment	30,000	30,000
SUBTOTAL	\$42,000	\$42,000

2018

Police Vehicle	35,000	35,000
Police Equipment	12,000	12,000
Utility Department Vehicles & Equipment	5,000	5,000
SUBTOTAL	\$52,000	\$52,000

FY2016 Capital Budget Detail

Request Bud Comm

page 7 of 7

2019			
Police Vehicle	36,000	36,000	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	150,000	150,000	
SUBTOTAL	\$198,000	\$198,000	

2020			
Police Vehicle	36,000	36,000	
Police Equipment	12,000	12,000	
Utility Department Vehicles & Equipment	5,000	5,000	
SUBTOTAL	\$53,000	\$53,000	

CITY OF OXFORD

RESOLUTION

TO ADOPT AN ANNUAL BALANCED BUDGET IN ACCORDANCE WITH CHAPTER 81, TITLE 36 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED

WHEREAS, the City of Oxford, Georgia, hereinafter referred to as the ("City") pursuant to O.C.G.A. Chapter 81, Title 36 is required to adopt a balanced budget where the sum of estimated net revenues and appropriated fund balances is equal to appropriations; and;

WHEREAS, the City published a public notice setting a Public Hearing date in the local newspaper; and the City conducted a Public Hearing at least one (1) week prior to adoption of the proposed operating budget.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF OXFORD

1. That the Fiscal Year 2016 (July 2015 – June 2016) Operating Budget and the Capital Projects Budget be adopted this date.
2. That the full time positions funded by this budget shall be limited to:
 - a. CITY COUNCIL – Mayor (1), Councilmember (6)
 - b. GENERAL GOVERNMENT – City Manager (1), City Clerk (1), Deputy Clerk, Associate Clerk (2), Community Development Coordinator (1)
 - c. POLICE DEPARTMENT – Police Chief (1), Lieutenant (1), Officer (2)
 - d. STREET DEPARTMENT – Utility Maintenance Worker I (2)
 - e. WATER AND SEWER DEPARTMENT – Utility Maintenance Worker I
 - f. ELECTRIC DEPARTMENT – Supervisor of Utilities and Public Works, Assistant Supervisor of Utilities and Public Works
3. That no funds appropriated in a contingency account may be spent from that account. Funds in a contingency account must be transferred to another expenditure account before these funds may be expended.

ADOPTED THIS MONDAY, JUNE 1, 2015.

BY:

Jerry D. Roseberry, Mayor

ATTEST:

Lauran S. Willis, City Clerk